

Department of Behavioral Health ANNOUNCEMENT



Compliance



Behavioral Health

Compliance Corner

Stay in-the-know, by reading below.

Newly Posted Departmental Policies, Procedures, and Forms

The following are newly posted departmental policies, procedures, notices, and forms from April through May 2025.

Please review, as each DBH staff member is responsible for familiarization with department notices, policies, procedures, and forms. These items can be found on the DBH Website, under the "For Agencies" drop down menu in the section titled "Documents." You can locate each document by clicking the appropriate tab and typing the title or number into the search box on the right. You can also search by sorting the column titled "Name" (by clicking on it) and locating the document alphabetically.

[Newly Posted Departmental Policies, Procedures, and Forms](#)

Did You Know?

5 Steps to Leaving HIPAA Compliant Voicemails

Did you know that the requirement to safeguard DBH client Protected Health Information (PHI) applies to the voicemails DBH staff leave for clients?

Click the link below to access five steps to ensure protection of PHI when leaving a voicemail for clients.

5 Steps to Leaving HIPAA Compliant Voicemails

Did You Know?

Department of Health Care Services (DHCS) Updates Impacting Disciplines/Taxonomy Codes and HCPCS/CPT Codes

Did you know that DHCS releases updates to SMHS and DMC-ODS Medi-Cal Billing Manuals and Service Tables on an ongoing basis? These updates are often communicated to counties several months after the effective date. This requires Compliance to review how the changes impact existing guidance, and work collaboratively with DBH IT, Revenue Cycle, Quality Management, and other programs, to ensure appropriate actions are taken.

Click the link below to access the Did You Know?

Discipline/Taxonomy Updates

Minor Consent for Treatment

Please see the recently updated policies and procedures pertaining to minor consent for treatment. Updates reflect changes per minor consent legislation – AB665, AB816, and AB866. Additionally, Minor Consent FAQs are available for reference as well.

- Consent for the Treatment of Minors Policy ([CHD0316](#))
- Consent to Treat a Minor: Procedures for Parents/Legal Guardians ([CHD0316-1](#))
 - Consent to Treat a Dependent Minor Procedure ([CHD0316-2](#))
- [Consent for Treatment of Minors Frequently Asked Questions \(FAQs\)](#)

Certified and Uncertified Peer Support Specialist (also referred to as Peer and Family Advocate)

Please see the recently posted policy/procedure and job aid below. Note, a Certified/Uncertified Peer Support Specialist training is currently being developed in partnership with DBH Workforce Education and Training (WET), specifically for documentation (QM) and coding (Compliance-Coding Team). Current DBH staff in this classification will be contacted for training details.

- Peer and Family Advocate – Certified and Uncertified Policy ([CLP0845](#))
 - Peer and Family Advocate Certification Procedure ([CLP0845-1](#))
- [Job Aid](#) – Certified and Uncertified Peer Support (Mental Health & Substance Use Disorder)

Record Retention Practices

County Board of Supervisors recently approved all County departments' Records Retention Schedules. Each department has a designated Records Management Coordinator, and DBH's designated Coordinator *and* Back-up are within Compliance. Please refer to DBH Record Retention Policy ([COM0962](#)), and be advised for medical records retention requirements, DBH Retention of Medical Records Policy ([COM0906](#)) is the primary point of reference.

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Our job is to create a county in which those who reside and invest can prosper and achieve well-being.

www.SBCounty.gov/DBH

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